

**INSTRUCTION**Transportation of Students

In order to accommodate the need to transport small groups of students safely, efficiently, and economically vans may be utilized provided each of the following requirements is met in advance of any trip as determined by the building principal:

1. The vehicle meets Federal Motor Vehicle Safety Standards and is certified by the manufacturer to meet Federal Passenger Car Occupant Protection standards;
2. The seating capacity of the vehicle does not exceed ten occupants, including driver;
3. The vehicle is leased at the expense of the individual school, subject to requirements of applicable procurement requirements, as approved by the principal;
4. Transport of students is to and from an approved school activity which is either related to the educational curriculum, is sponsored by the VHSL, the Virginia Department of Education, a recognized and approved state or national organization, or involves participation at a sanctioned state/national convention or competition;
5. The driver of the vehicle is an employee of Stafford County Public Schools who is on the approved driver list, possesses a valid Virginia operator's license, has maintained a safe driving record without conviction of any moving violation including that for driving under the influence, reckless driving, and/or speeding;
6. The vehicle is insured in the minimum amount of \$1 million for general liability occurrence and is insured for collision for full vehicle replacement;
7. The vehicle displays a current inspection sticker and is equipped with a seat belt for each person who is to be transported; and
8. Full disclosure has been made to the parents of each student being transported as to the nature of the trip, its costs, the mode of transportation, liability of driver, etc., and the consent of the parent/guardian has been obtained for the student to participate.

Adopted by School Board: August 28, 2001